



CITY OF CRYSTAL LAKE
AGENDA

CITY COUNCIL
REGULAR MEETING

City of Crystal Lake
100 West Woodstock Street, Crystal Lake, IL
City Council Chambers
March 20, 2012
7:30 p.m.

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Proclamation – Child Abuse Prevention Month**
5. **Approval of Minutes – March 6, 2012 Regular City Council Meeting**
6. **Accounts Payable**
7. **Public Presentation**
The public is invited to make an issue oriented comment on any matter of public concern not otherwise on the agenda. The public comment may be no longer than 5 minutes in duration. Interrogation of the city staff, Mayor or City Council will not be allowed at this time, nor will any comment from the Council. Personal invectives against city staff or elected officials are not permitted.
8. **Mayor's Report**
9. **Council Reports**
10. **Consent Agenda**
 - a. **Crystal Lake Park District request for the issuance of fifteen Class “16” Temporary Liquor Licenses for the Park District’s 2012 Spring/Summer/Fall events.**
 - b. **Crystal Lake Kiwanis Club - Temporary Use Permit request to allow temporary closure of Williams Street and vendor/activity tents for the Kiwanis Santa Run for Kids on December 2, 2012, and waiver of the Temporary Use Permit application fee.**
 - c. **Ordinance approving the 2012 Crystal Lake Zoning Map.**
 - d. **Amendment to the Rain Barrel Ordinance.**
11. **Home Depot Temporary Use Permit request for the seasonal sale of garden plants, bagged items, pumpkins, straw, corn stalks, wreaths, ropes, and Christmas trees.**
12. **Chen Chinese Cuisine, 6100 Northwest Highway – City Code Amendment increasing the number of Class 8 liquor licenses and decreasing the number of Class 3 liquor licenses.**
13. **County Zoning request for a variation from the rear and side yard setbacks for the property located at 4909 Drive-In Lane to permit an addition to the garage to extend to within 8.5 feet of the east property line and 1.2 feet of the south property line.**
14. **305 Elmwood Avenue – Variation to allow a new residence on a non-conforming lot, permitting a reduction in the minimum lot width to allow 45 feet instead of the required 49 feet for nonconforming lots.**
15. **909 Aberdeen Drive – Simplified Residential Variation to allow an interior side setback of 5 feet instead of the required 7 feet along the east property line and a combined interior side setback of 14.3 feet instead of the required 18 feet.**

16. **Bid award and resolution authorizing execution of an agreement for the purchase and installation of a concrete floor at the City's cold storage facility.**
17. **Proposal award and resolution authorizing execution of a service agreement for the engineering services for the rehabilitation of Water Treatment Plant #3 ground storage water tank and changes in scope by 10 percent of the original price.**
18. **Ordinance prohibiting parking on the south side of Westport Ridge between 1281 and 1261 Westport Ridge.**
19. **Ordinance prohibiting parking on the southwest side of Regent Drive from the intersection of Regent Drive and Rosewood Lane to a point 325 feet east of the intersection as measured along the centerline of Regent Drive.**
20. **Ordinance adopting the 2030 Comprehensive Land Use Plan and Green Infrastructure Vision plans.**
21. **North Shore Drive Realignment – Discussion Only**
22. **Council Inquiries and Requests**
23. **Adjourn to Executive Session for the purpose of discussing matters of pending and probable litigation, the sale, purchase or lease of real property, collective bargaining, and personnel.**
24. **Reconvene to Regular Session.**
25. **Adjourn**

If special assistance is needed in order to participate in a City of Crystal Lake public meeting, please contact Brad Mitchell, Assistant to the City Manager, at 815-459-2020, at least 24 hours prior to the meeting, if possible, to make arrangements.



Agenda Item No. 4

**City Council
Agenda Supplement**

Meeting Date:

March 20, 2012

Item:

Proclamation – Child Abuse Prevention Month

Staff Contact:

Anne O’Kelley, Executive Assistant

Background:

The not-for-profit organization It’s Our Little Secret has requested that Mayor Shepley proclaim the month of April as “Child Abuse Prevention Month”. Representatives of It’s Our Little Secret will be present at the meeting to accept the proclamation.



Agenda Item No: 10a

**City Council
Agenda Supplement**

Meeting Date:

March 20, 2012

Item:

Class "16" Temporary Liquor License Requests – Crystal Lake Park District 2012 Spring/Summer/Fall Events

Staff Recommendation:

Motion to approve issuance of fifteen (15) Class "16" Temporary Liquor Licenses to the Crystal Lake Park District for the Park District's 2012 Spring/Summer/Fall Events.

Staff Contact:

George Koczwar, Deputy City Manager

Background:

The City has received a request from the Crystal Lake Park District for issuance of Temporary Liquor Licenses for the Park District's 2012 spring/summer/fall events. The Park District is requesting fifteen (15) Class "16" Temporary Liquor Licenses for the scheduled events. These events include softball tournaments at Lippold Park on April 13-15, April 27-April 29, May 4-6, June 1-3, June 8-10, June 22-24, July 6-8, July 20-22, August 10-12, August 17-19, August 31-September 2, September 7-9, September 21-23, and October 12-14, as well as the Blast on the Beach at Main Beach event on August 18th.

Section 329-5-P of the City Code - Class "16" Temporary Liquor License - authorizes the retail sale of beer and wine for consumption upon the premises specified in the license where sold for a period not to exceed three (3) days for special events sponsored by a not-for-profit organization.

The Park District has submitted the fees required for fifteen (15) Class "16" Temporary Liquor Licenses and the required applications.

Votes Required to Pass:

Simple majority



Agenda Item No: 10b

**City Council
Agenda Supplement**

Meeting Date:

March 20, 2012

Item:

Kiwanis Santa Run for Kids Temporary Use Permit request to allow temporary closure of Williams Street and vendor/activity tents.

Recommendation:

Motion to approve issuance of the Temporary Use Permit for the Kiwanis Santa Run for Kids pursuant to the recommendations below and waiver of the Temporary Use Permit application fee.

Staff Contact:

Michelle Rentzsch, Director of Planning & Economic Development

Background: The Crystal Lake Kiwanis Club is requesting a Temporary Use Permit for the Kiwanis Santa Run for Kids on Sunday, December 2, 2012. This request is using the same layout as the Raue Center's Bob Blaizer Run for the Arts that has received approval for several years, including the request to close Williams Street between Woodstock Street and Crystal Lake Avenue to vehicle traffic from 6:00 a.m. to noon.

The applicant is working with the City to meet all the Code requirements to make this a safe event to be enjoyed by all in attendance.

Since this is a fundraiser for the Kiwanis, they are requesting that the Temporary Use Permit fee (\$40.00) be waived.

If the request is approved, the following conditions are recommended:

1. The Temporary Use Permit shall be valid on Sunday, December 2, 2012.
2. No items shall be located on the sidewalks.
3. Parking should be restricted along the east side of Grant Street and south side of Woodstock Street in addition to the closed portion of Williams Street.
4. Signs indicating the road closure to be posted a minimum of 24 hours prior to the event and in the locations designated by the Police Department. Traffic control and signage may be required throughout the 5K and 1-mile race course. The petitioner shall meet with the City's Police, Engineering and Building, and Public Works Departments to discuss signage needed.

5. Organizers are to contact the Police Department for official "No Parking" signs. The "No Parking" signs are not to be posted on telephone poles and are to be removed immediately after the race.
6. Barricades borrowed from the City of Crystal Lake must be returned to City Hall on the first working day after the event.
7. The barricades on Brink Street shall be placed near the alley entrances, instead of the Williams Street intersection, to avoid cars getting trapped at the closure points with no room to turn around. Also place barricades or cones on the south end of Williams Street to help delineate the limits of the temporary vehicle restriction for pedestrians/event visitors.
8. Add cones or other physical separation for the temporary "runners lane" in the southern bay of parking on Woodstock Street between Grant and Williams.
9. All directly affected businesses and residents on North Williams Street shall be notified in advance of the road closure.
10. An insurance and hold harmless agreement needs to be provided to the City of Crystal Lake.
11. Streets along the race route will not be closed. There are several churches in the neighborhoods the 5K race passes through. Work with the Police Department as to positioning of volunteers, as well as the number of officers required for this event.
12. Runners should be reminded that they are obligated to follow all laws related to pedestrians in the roadway.
13. Streets are not to be marked with paint or any permanent materials.
14. The site shall be inspected the morning of the festival for compliance with canopy spacing (if applicable) and electrical connections. A site visit on November 26 is recommended to address any problems prior to race day, including but not limited to spacing of the canopies/tents, positioning of the garbage cans, etc.
15. An access lane greater than 13 feet is required for access to Williams Street by aerial ladder.
16. Should the Raue Center is used for the award ceremony the occupancy limit shall not be exceeded during the award ceremony.
17. Please contact the Fire Rescue Department by November 1, 2012 to arrange for ambulance coverage from 7:00 a.m. to 11:00 a.m.
18. This event will require eight (8) officers and a minimum of five (5) volunteers to direct traffic and race participants throughout City streets. If no volunteers are willing and/or able to participate, the additional locations will need to be covered by officers. Volunteers must wear traffic safety vests, and have the ability to communicate via radio or cellular telephone with organizers and police in the event of an emergency. Please contact the Police Department by November 1, 2012 to determine/arrange for police officers for traffic control, lead vehicle, etc.
19. Ensure that the lead and follow vehicles do not block traffic. The lead vehicle and trail car are required to be police squads to ensure the safety of the participants.
20. All trash shall be picked up along the race route, as well as in the downtown area.
21. The use of the downtown lighting system to provide electrical power for the sound system is prohibited.
22. A temporary sign permit shall be obtained from the Building Division for any signage/banners.
23. No smoking, as well as cooking or open flames shall be permitted under the canopies/tents.

The applicant has been made aware of these recommended conditions and will be attending the March 20, 2012, City Council meeting to answer any questions.

Votes Required to Pass: A simple majority vote.



Agenda Item No: 10c

**City Council
Agenda Supplement**

<u>Meeting Date:</u>	March 20, 2012
<u>Item:</u>	Annual adoption of the Zoning Map
<u>Recommendation:</u>	Motion to adopt an ordinance approving the 2012 Crystal Lake Zoning Map, as presented.
<u>Staff Contact:</u>	Michelle Rentzsch, Director of Planning & Economic Development

Background: Attached is the 2012 updated Zoning Map, which reflects the current zoning and the zoning amendment within the City that was approved by the City Council prior to December 31, 2011. As required by State Statute 65 ILCS 5/11-13-19, the updated map should be published no later than March 31 of each year. The GIS based zoning map, which is available on the City's website and provides a convenient reference material for customers, is attached for the Council's information.

There was only one rezoning last year, which was a rezoning upon annexation for the BP/McDonalds, containing 1.358 acres, located at the northwest corner of Routes 176 and 14. The parcel was rezoned from County B-1V to W-PUD.

Votes Required to Pass: A simple majority vote.

DRAFT

ORDINANCE NO. _____
FILE NO. _____

ORDINANCE

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, McHENRY COUNTY, ILLINOIS:

SECTION I: That the City of Crystal Lake Zoning Map, a copy of which is attached hereto, marked Exhibit "A" by reference made a part hereof, including all revisions effective the 31st day of December, 2011, is hereby approved as the official Zoning Map for the City of Crystal Lake.

SECTION II: That the City Clerk is hereby authorized to publish said Zoning Map in pamphlet form by the authority of the Mayor and City Council of the City of Crystal Lake.

SECTION III: That all ordinances and parts of ordinances in conflict herewith are hereby repealed.

SECTION IV: That this Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

Dated this _____ day of _____, _____.

MAYOR

ATTEST:

CITY CLERK

Published in pamphlet form by the authority of the Mayor and City Council of the City of Crystal Lake.



Agenda Item No: 10d

**City Council
Agenda Supplement**

<u>Meeting Date:</u>	March 20, 2012
<u>Item:</u>	City Code Amendment for the Rain Barrel Ordinance
<u>Staff Recommendation:</u>	Motion to adopt an ordinance amending to the ordinance <i>Chapter 424, Article 1: Rain Barrels</i> in the City Code.
<u>Staff Contact:</u>	Erik D. Morimoto, Director of Engineering and Building

Background:

Rain barrels have become a popular water conservation tool for many homeowners and business owners. A rain barrel is a manufactured container designed specifically to collect and disperse rainwater from a rooftop drainage system for later use on lawns, gardens and for other outdoor uses. Benefits from the use of rain barrels include reduced water bills, additional groundwater recharge (if downspouts are disconnected from the storm sewer), and general water conservation.

The Rain Barrel Ordinance was adopted on March 15, 2011 to regulate rain barrel installations in a manner that addresses potential property maintenance issues without discouraging the use of this environmentally friendly practice. The intent of the ordinance is to facilitate the use of rain barrels so that they remain functional without becoming unsightly or unsafe (i.e., insect breeding areas).

The Engineering and Building Department reevaluated the language in the Rain Barrel Ordinance to ensure that the necessary and reasonable enforcement parameters were being met. City staff proposes the following amendment:

Description	Code Section	Previous Language	Proposed Language
Maximum Size	424-2	≤ 75 gallons	< 100 gallons
Screening	424-5	Appearance: The rain barrel may be enclosed by landscape features; screening constructed of natural materials; or designed to appear similar to a planter, boulders, or similar natural elements.	Screening: The rain barrel may be enclosed by landscape features or screening constructed of natural materials. In lieu of screening, the rain barrel may be designed to appear similar to a planter, boulders, or similar natural element.

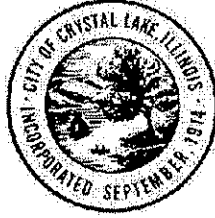
City staff recommends these changes, as a larger rain barrel will help to eliminate the use of multiple rain barrels while still providing a barrel of manageable size. The allowance of a larger rain barrel is also consistent with the typical sizes now available at local retailers since the adoption of the original ordinance.

The modified language regarding screening provides further clarification to the original intent of that requirement.

Votes Required to Pass:

Simple majority

DRAFT



The City of Crystal Lake Illinois

**ORDINANCE AMENDING THE CODE
OF THE CITY OF CRYSTAL LAKE, ILLINOIS**

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF
CRYSTAL LAKE as follows:

SECTION I: That Article 1, Section 424-2 of Chapter 424 of the City Code shall be read as
follows:

§ 424-2. Maximum size and number

The maximum capacity of a rain barrel shall be less than 100 gallons. One rain barrel is allowed to be directly connected at each downspout located in the rear or interior side yard. Multiple interconnected rain barrels may be utilized at downspout locations in the rear yard only. More than two interconnected barrels must be completely screened at all times.

SECTION II: That Article 1, Section 424-5 of Chapter 424 of the City Code shall be read as
follows:

§ 424-5. Screening

The rain barrel may be enclosed by landscape features or screening constructed of natural materials. In lieu of screening, the rain barrel may be designed to appear similar to a planter, boulders, or similar natural element.

SECTION III: That this Ordinance shall be in full force and effect from and after its
passage and approval according to law.

SECTION IV: That all Ordinances and parts of Ordinances in conflict herewith are hereby
repealed.

DATED at Crystal Lake, Illinois, this twentieth day of March, 2012.

DRAFT

CITY OF CRYSTAL LAKE, an Illinois Municipal
Corporation

BY: _____
Aaron T. Shepley, Mayor

ATTEST:

Nick Kachiroubas, City Clerk

PASSED: March 20, 2012

APPROVED: March 20, 2012

Published in pamphlet form by the authority of the Mayor and City Council of the City of Crystal
Lake.



Agenda Item No: 11

**City Council
Agenda Supplement**

Meeting Date:

March 20, 2012

Item:

Home Depot Temporary Use Permit request for the Seasonal Sale of garden plants, bagged items, pumpkins, straw, corn stalks, wreaths, ropes, and Christmas trees.

Recommendation:

Council's discretion:

- A. Motion to approve the Temporary Use Permit, pursuant to the recommendations listed below.
- B. Motion to deny the applicant's request.

Staff Contact:

Michelle Rentzsch, Director of Planning & Economic Development

Background: Home Depot is requesting a Temporary Use Permit to allow the Seasonal Sale of plants, garden supplies, Christmas wreaths, ropes, and trees as well as allowing areas to the east of the garden center and behind the building for the storage of crated tractors, roofing shingles, fencing, concrete, lumber, cardboard bales, and Quikrete pallets as listed below:

- (1) In the parking lot – large fenced in area for plants, bushes, etc., with a drive-through lane to pick up mulch, bagged goods, etc. along Sands Road between the two entrances. This area will be used from April 1 to July 30, 2012.
- (2) Along the front of the building between the entrances on the east side of the building – to use the area (150 feet x 10 feet) for plants. This area will be used from April 1 to April 15, 2012 and then it will be used for the previously approved Limited Use Permit (10-1107) for equipment, etc.
- (3) Along the front of the building from the main entrance to the Garden Center – carts for hanging baskets on each side of the entrance and towards the Garden Center nine (9) tables 8 feet long which will allow 4 feet between the end of the tables and the Fire Lane (not to be used as a walkway). Also pumpkins, straw, corn stalks, wreaths and Christmas trees from March 31, 2012 to January 1, 2013 (determined by the season).
- (4) Along the east side of the Garden Center – two areas – the northern most to be 16 feet wide and 60 feet long and the other south of the doorway 16 feet wide and 100 feet long. This area is to contain living goods, mulch, bagged items, crated tractors, and empty plant

racks. All items in this area are to be moved within 48 hours of receiving items except for the crated tractors. This area will be used from March 1 to August 1, 2012.

(5) Along the rear of the building – they are requesting one large area – 12 feet wide by 220 feet long. This area is to contain shingles, fencing, concrete, lumber, cardboard bales, and Quikrete pallets. This area will be used from April 1 to August 1.

Due to the continuing large volume of products and materials that are shipped to the Crystal Lake store, trees and shrubs have been displayed prior to applying for the Temporary Use Permit.

The Unified Development Ordinance (UDO) allows special promotions for the Seasonal Sale of Farm and Garden produce for not more than 4 months per calendar year and other promotions for not more than 72 hours (3 days) per calendar month, with no more than 4 promotions, events or other temporary uses allowed in each calendar year.

If the request is approved, the following conditions are recommended:

1. The Temporary Use Permit shall be valid from April 1, 2012 to January 1, 2013. The items to be displayed are as follows:

Parking lot with drive-through area (within fenced area only) – bagged goods, trees, shrubs - from April 1, 2012 to July 30, 2012.

Area between the front entrances – plants – from April 1, 2012 to April 15, 2012.

Front of the Garden Center area – hanging baskets, pumpkins, straw, corn stalks, wreaths, ropes and Christmas trees (depending on the season)– from March 31, 2012 to January 1, 2013.

East of the Garden Center area – staging area for plants, mulch, bagged items, empty plant racks ONLY and are to be moved within 48 hours of receiving – from March 1, 2012 to August 1, 2012.

Rear of the building – shingles, fencing, concrete, lumber, cardboard bales, and Quikrete pallets – from April 1, 2012 to August 1, 2012.

2. Fenced area in parking lot:

A. All items stored/displayed in the parking lot area shall have some type of barrier around the entire perimeter. The barrier shall not be permanently fixed to the parking lot pavement but must be removable in nature.

B. Ensure 19-foot long parking stalls are maintained along the west side of the closed off area. (Exhibit A)

C. The drive-through lane for mulch, stone, etc. pickup shall be one-way with patrons entering from the south (entrance closest to the building). Two “NO ENTRY” signs shall be temporarily placed. (Exhibit A)

D. Signs shall be posted alerting drivers of pedestrians crossing the drive aisle to get to and from the building and fenced-in display area in parking lot.

E. The fenced area in the parking lot shall contain trees, bushes, and bagged goods only. The smaller items such as annuals, perennials, and hanging baskets shall be displayed in the garden center or in the area against the garden center wall. No displays are permitted outside of the fenced area in the drive aisles or landscape areas.

F. Inventory cannot be displayed or stored in landscape areas or buffers, in the public right of way or on private access roads, in parking spaces, or on elevated pads, ramps and similar structures.

3. Front of building between main entrances and garden center:
 - A. Tables, carts and other display items may not be placed directly adjacent to the parking/fire lane. An unoccupied area of not less than 3 feet in width shall be provided for pedestrian access between the outside display and fire lane. Displays shall not be located within, nor encroach upon, a fire lane, maneuvering aisle, or a parking space.
4. East side of garden center:
 - A. The proposed storage at the northeast corner of the garden center (west side of the drive aisle) shall be moved farther south on the east side of the drive aisle to ensure adequate room for trucks to turn into the drive aisle. (Exhibit B)
 - B. Storage along the side of the garden center shall be limited to live goods, mulch, bagged items, and empty plant racks only.
5. The site shall remain clear of debris at all times and final clean up of the site shall be completed no later than January 4, 2013.
6. Access to the Fire Rescue Department connections and any fire hydrants cannot be blocked.
7. Displays cannot block any required egress doors from the building.
8. If any of the above conditions are not met, the Temporary Use Permit will become null and void and all items shall be removed immediately.

The applicant has been made aware of these recommended conditions and will be attending the March 20, 2012 City Council meeting to answer any questions.

Votes Required to Pass: A simple majority vote.



Agenda Item No: 12

**City Council
Agenda Supplement**

Meeting Date: March 20, 2012

Item: City Code Amendment to Increase the Number of Class "8" Liquor Licenses – Applicant: Chen Chinese Cuisine

Staff Recommendation: Motion to adopt an ordinance increasing the number of Class "8" Liquor Licenses from the current permitted 2 licenses to 3 licenses and decreasing the number of Class "3" liquor licenses from the current 10 licenses to 9 licenses.

Staff Contact: George Koczwara, Deputy City Manager

Background: The City has received a request from Chen Chinese Cuisine, located at 6100 Northwest Highway and formerly Chen's King Wok, to change their liquor license classification from a Class "3" liquor license, which allows the retail sale on the premises specified, of alcoholic liquor, for consumption, on the premises (interior of the building only), as well as the retail sale of alcoholic liquor in the original package, to a Class "8" liquor license, which allows the retail sale, on the premises specified (interior of the building and open unroofed area immediately contiguous to the building), of alcoholic liquor, for consumption, on the premises.

Chen Chinese Cuisine is requesting the license classification change to permit the sale of alcoholic beverages in an outdoor patio area being added as part of the recent renovations to the building.

Section 329-5-H of the City Code permits the issuance of a Class "8" liquor license for the retail sale, on the premises specified, which shall include not only the interior of the building but also an open unroofed area immediately contiguous to the building or structure where alcoholic beverages are served or consumed, of alcoholic liquor, for consumption, on the premises between the hours of 11:00 a.m. and 1:00 a.m. Monday, Tuesday, Wednesday, Thursday; 11:00 a.m. and 2:00 a.m. Friday and Saturday; and 10:00 a.m. on Sunday and 1:00 a.m. on Monday.

Two establishments, Brink Street Restaurant & Bar and Chipotle Mexican Grill, currently hold a Class "8" liquor license.

Votes Required to Pass: Simple majority



Agenda Item No: 13

City Council Agenda Supplement

Meeting Date:

March 20, 2012

Item:

County Zoning Request

Paul and Nancy LoCascio, petitioners

4909 Drive-In Lane

Recommendation:

City Council's discretion

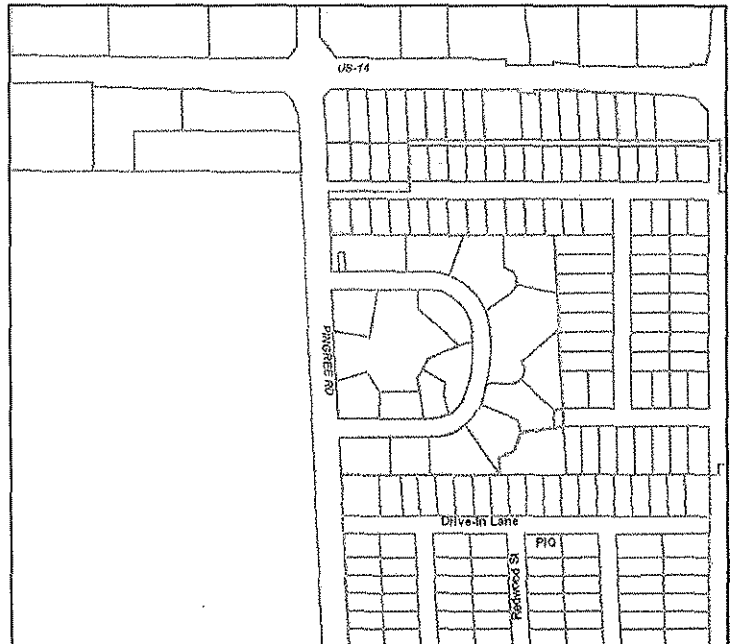
Staff Contact:

Michelle Rentzsch, Director of Planning & Economic Development

Background: As is customary with County Zoning requests within the City's mile and a half planning jurisdiction, the City received notice of a zoning request.

The property consists of 0.22 acres with a house and detached garage that is located in the County's Manor Subdivision. The lot is located at the southeast corner of Drive-In Lane and Redwood Street, as shown on the map.

The petitioners are requesting a variation from the rear and side yard setbacks, 10 feet and 8 feet, respectively, to permit an addition to their garage to extend to within 8.5 feet of the east property line and 1.2 feet of the south property line.



Staff has no concerns with the request.

Votes Required to Pass: A simple majority vote.



Agenda Item No: 14

**City Council
Agenda Supplement**

Meeting Date:

March 20, 2012

Item:

REPORT OF THE PLANNING & ZONING COMMISSION

#2012-14 Hanssler - 305 Elmwood Avenue

Variation from Article 7, Nonconformities, to allow a new residence on a non-conforming lot, permitting a reduction in the minimum lot width to allow 45 feet instead of the required 49 feet for nonconforming lots.

Kyla Hanssler, 305 Elmwood Avenue

PZC Recommendation:

Motion to approve the Planning and Zoning Commission recommendation and adopt an ordinance granting a variation from the required minimum lot width at 305 Elmwood Avenue.

Staff Contact:

Michelle Rentzsch, Director of Planning and Economic Development

Background:

- Zoning: "R-2" Single-Family Residential
- Development: Park Addition to Crystal Lake Gardens, approved in 1938
- Existing Improvements: Vacant
- Request: Variations for a new residence on a non-conforming lot allowing a reduction in the lot width to allow 45 feet instead of 49 feet

Key Factors

- Nonconformity: Properties in the "R-2" district are required to be 70 feet wide and at least 8,400 square feet in area. A residence on a previously platted tract of land that does not meet these standards is permitted as long as the lot meets 70 percent of the required lot width and area requirements. This lot is 45 feet in width instead of the required 49 feet.
- Details: The request is to allow a new residence on a vacant lot on Elmwood Avenue. The lot is 45 feet in width and has a lot area of approximately 7,543 square feet. The proposed residence will meet the required interior and combined side setbacks for a non-

conforming lot. All bulk regulations (Building Coverage, Impervious Coverage, FAR, etc.) must be met per district requirements.

- Hardship: The petitioner has indicated that the hardship is not self-created and relates to the lots being platted at these widths.
- Other pertinent information: As part of Special Assessment No. 106 for the construction of sanitary sewer system, in 1977, this lot was assessed as a separate zoning lot and utilities were stubbed to the property. **By virtue of the assessments paid by this property, the buildability of this lot is vested.**

PZC Highlights

- At the PZC meeting, the petitioner presented a revised plan for the house to be built on this lot that is narrower in width than the house originally proposed.
- The PZC had no concerns and recommended **approval (8-0)** of the request.

The following conditions are recommended:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Development Application (Hanssler, received 2-16-12)
 - B. Plat of Survey (Luco, dated 5-19-10, received 2-16-12)
 - C. Site Plan (Hanssler, received ~~2-16-12~~ 3-7-12)
 - D. Sample Home Plans (familyhomeplans, received ~~2-16-12~~ 3-7-12)
2. A variation from Article 7, Nonconformities, to allow a new residence on a non-conforming lot, permitting a reduction in the minimum lot width to allow **45** feet instead of the required 49 feet for nonconforming lots is hereby granted.
3. The proposed residence must meet all other requirements of the UDO, including building coverage, impervious coverage, FAR, building height and other requirements.
4. No variations from the interior side and combined side setbacks are granted with this request. The new residence must meet a minimum 4.9 feet and a combined 12.6 feet setback requirement.
5. A grading plan consisting of existing and proposed grades with proposed top of foundation grade will be required to show how the existing drainage will be affected by the new construction. Water will not be allowed to drain onto neighboring property. The direction of the drainage cannot be changed and grades within 12 inches of the property line cannot be changed.
6. The petitioner shall address all of the review comments and requirements of the Engineering and Building, Fire Rescue, Police, Public Works, and Planning and Economic Development Departments.

Votes Required to Pass:

A simple majority vote.

DRAFT

ORDINANCE NO. _____
FILE NO. _____

AN ORDINANCE GRANTING A VARIATION
AT 305 ELMWOOD AVENUE

WHEREAS, pursuant to the terms of the Application (File #2012-14) before the Crystal Lake Planning and Zoning Commission, the Applicant has requested the granting of a Simplified Residential Variation from Article 7, Nonconformities, to allow a new residence on a non-conforming lot, permitting a reduction in the minimum lot width to allow 45 feet instead of the required 49 feet for nonconforming lots; and

WHEREAS, it is in the best interests of the City of Crystal Lake that the Variation be granted as requested in said Application.

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, McHENRY COUNTY, ILLINOIS, as follows:

SECTION I: That a Variation be granted from the Crystal Lake Unified Development Ordinance Variation from Article 7, Nonconformities, to allow a new residence on a non-conforming lot, permitting a reduction in the minimum lot width to allow 45 feet instead of the required 49 feet for nonconforming lots

at the property at 305 Elmwood Avenue, Crystal Lake, Illinois.

SECTION II: That the Variation be granted with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Development Application (Hanssler, received 2-16-12)
 - B. Plat of Survey (Luco, dated 5-19-10, received 2-16-12)
 - C. Site Plan (Hanssler, received 3-7-12)
 - D. Sample Home Plans (familyhomeplans, received 3-7-12)
2. A variation from Article 7, Nonconformities, to allow a new residence on a non-conforming lot, permitting a reduction in the minimum lot width to allow 45 feet instead of the required 49 feet for nonconforming lots is hereby granted.
3. The proposed residence must meet all other requirements of the UDO, including building coverage, impervious coverage, FAR, building height and other requirements.

DRAFT

4. No variations from the interior side and combined side setbacks are granted with this request. The new residence must meet a minimum 4.9 feet and a combined 12.6 feet setback requirement.

5. A grading plan consisting of existing and proposed grades with proposed top of foundation grade will be required to show how the existing drainage will be affected by the new construction. Water will not be allowed to drain onto neighboring property. The direction of the drainage cannot be changed and grades within 12 inches of the property line cannot be changed.

6. The petitioner shall address all of the review comments and requirements of the Engineering and Building, Fire Rescue, Police, Public Works, and Planning and Economic Development Departments.

SECTION III: That the City Clerk be and is hereby directed to amend the official zoning map of the City of Crystal Lake and all pertinent records of the City of Crystal Lake to show the granting of a Simplified Residential Variation in accordance with the provisions of this Ordinance, as provided by law.

SECTION IV: That this Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

DATED at Crystal Lake, Illinois, this _____ day of _____, _____.

MAYOR

ATTEST:

CITY CLERK

Published in pamphlet form by the authority of the Mayor and City Council of the City of Crystal Lake.



Agenda Item No: 15

**City Council
Agenda Supplement**

Meeting Date:

March 20, 2012

Item:

REPORT OF THE PLANNING & ZONING COMMISSION

#2012-09 Damas 909 Aberdeen Drive

Simplified Residential Variation from Article 3, Density and Dimensional Standards, to allow an interior side setback of 5 feet instead of the required 7 feet along the east property line and a combined interior side setback of 14.3 feet instead of the required 18 feet.

John Damas, 909 Aberdeen Drive

PZC Recommendation:

Motion to approve the Planning and Zoning Commission recommendation and adopt an ordinance granting variations from the required interior and combined side setbacks at 909 Aberdeen Drive.

Staff Contact:

Michelle Rentzsch, Director of Planning and Economic Development

Background:

- Zoning: "R-2" Single-Family Residential
- Existing Improvements: Split-level residence with an attached garage
- Request: Variations to allow an interior side setback of 5 feet and a combined interior side setback of 14.3 feet

Key Factors

- Details: The request is to allow a sunroom and garage addition along the back of the existing residence, with the southeast corner of the garage as close as 5 feet from the east property line.
- Dimensional Standards: The property does not meet the minimum lot area requirement for the "R-2" district; however, based on the Plat it is required to meet the setback requirements for the district. For the "R-2" district, an interior side setback of 7 feet and a combined interior side setback of 18 feet are required.
- Hardship: The petitioner has indicated that the hardship is related to the shape of the lot; since the property line runs at an angle narrowing at the south end, the rear end of the garage is closer to the property line than the front.

PZC Highlights

- At the PZC meeting, the petitioner clarified, in response to the PZC's question, that there would only be a service door facing the rear yard.
- The petitioner also indicated that he had no objection to the PZC recommending that no further variations would be granted for any decks on the other side of the lot.
- The PZC had no concerns and recommended **approval (8-0)** of the request.

The following conditions are recommended:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:
 - A. Development Application (Damas, received 1-30-12)
 - B. Plat of Survey (E. Dembrowski and Associates, received 1-30-12)
 - C. Site Location (Damas, received 1-30-12)
2. A variation from an interior side setback of 7 feet to allow 5 feet along the east property line and from the combined interior side setback of 18 feet to allow 14.3 feet is hereby granted.
3. The addition must be designed to be visually compatible with the existing structure in terms of materials and color.
4. The proposed addition cannot encroach into the 5-foot Utility and Drainage Easement along the east property line.
5. A grading plan consisting of existing and proposed grades illustrating how the existing drainage will be affected by the addition is required. Water cannot drain onto the neighboring property. The direction of the drainage and grades within 18 inches of the property line cannot be changed.
6. If any new concrete stoops or patios are to be added, they must be indicated on the plan. Stoops and patios, if proposed, must meet all required setbacks.
7. Exterior walls less than 5 feet from the property line require one-hour fire rated walls with exposure from both sides.
8. Roof overhangs less than 5 feet from the property line shall have a 1-hour fire rating on the underside. No projections must be less than 2 feet from the property line.
9. The proposed sunroom will require air sealing and insulation per the 2009 IECC.
10. The petitioner shall address all of the review comments and requirements of the Engineering and Building, Fire Rescue, Police, Public Works, and Planning and Economic Development Departments.
11. **No variations for other structures in the rear yard to encroach into the side yard setbacks shall be granted (Added by the PZC)**

Votes Required to Pass:

A simple majority vote.

DRAFT

ORDINANCE NO. _____

FILE NO. _____

AN ORDINANCE GRANTING VARIATIONS
AT 909 ABERDEEN DRIVE

WHEREAS, pursuant to the terms of the Application (File #2012-09) before the Crystal Lake Planning and Zoning Commission, the Applicant has requested the granting of a Simplified Residential Variation from Article 3, Density and Dimensional Standards, to allow an interior side setback of 5 feet instead of the required 7 feet along the east property line and a combined interior side setback of 14.3 feet instead of the required 18 feet; and

WHEREAS, it is in the best interests of the City of Crystal Lake that the Variations be granted as requested in said Application.

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, McHENRY COUNTY, ILLINOIS, as follows:

SECTION I: That Variations be granted from the Crystal Lake Unified Development Ordinance Article 3, Density and Dimensional Standards, to allow an interior side setback of 5 feet instead of the required 7 feet along the east property line and a combined interior side setback of 14.3 feet instead of the required 18 feet

at the property at 909 Aberdeen Drive, Crystal Lake, Illinois.

SECTION II: That the Variations be granted with the following conditions:

1. Approved plans, reflecting staff and advisory board recommendations, as approved by the City Council:

- A. Development Application (Damas, received 1-30-12)
- B. Plat of Survey (E. Dembrowski and Associates, received 1-30-12)
- C. Site Location (Damas, received 1-30-12)

2. A variation from an interior side setback of 7 feet to allow 5 feet along the east property line and from the combined interior side setback of 18 feet to allow 14.3 feet is hereby granted.

3. The addition must be designed to be visually compatible with the existing structure in terms of materials and color.

4. The proposed addition cannot encroach into the 5 foot Utility and Drainage Easement along the east property line.

DRAFT

5. A grading plan consisting of existing and proposed grades illustrating how the existing drainage will be affected by the addition is required. Water cannot drain onto the neighboring property. The direction of the drainage and grades within 18 inches of the property line cannot be changed.
6. If any new concrete stoops or patios are to be added, they must be indicated on the plan. Stoops and patios, if proposed must meet all required setbacks.
7. Exterior walls less than 5 feet from the property line require one-hour fire rated walls with exposure from both sides.
8. Roof overhangs less than 5 feet from the property line shall have a 1-hour fire rating on the underside. No projections must be less than 2 feet from property line.
9. The proposed sunroom will require air sealing and insulation per the 2009 IECC.
10. The petitioner shall address all of the review comments and requirements of the Engineering and Building, Fire Rescue, Police, Public Works, and Planning and Economic Development Departments.
11. No Variations for other structures in the rear yard to encroach into the side yard setback shall be granted.

SECTION III: That the City Clerk be and is hereby directed to amend the official zoning map of the City of Crystal Lake and all pertinent records of the City of Crystal Lake to show the granting of a Simplified Residential Variation in accordance with the provisions of this Ordinance, as provided by law.

SECTION IV: That this Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

DATED at Crystal Lake, Illinois, this _____ day of _____, _____.

MAYOR

ATTEST:

CITY CLERK

Published in pamphlet form by the authority of the Mayor and City Council of the City of Crystal Lake.



Agenda Item No: 16

**City Council
Agenda Supplement**

Meeting Date: March 20, 2012

Item: Concrete Floor for Cold Storage Building

Staff Recommendation: Motion to award the bid for the purchase and installation of a concrete floor at the City's cold storage facility to the lowest responsive, responsible bidder, Koncrete Construction, and to adopt a resolution authorizing the City Manager to execute an agreement with Koncrete Construction for the concrete floor installation in the amount of \$3.82 per square foot up to 4,712 square feet.

Staff Contact: Victor Ramirez P.E., Director of Public Works

Background:

On March 13, 2012, the City of Crystal Lake publicly opened and read aloud the bids received for the purchase and installation of a concrete floor at the Public Works Department's cold storage facility, located at 410 Main Street.

The current facility consists of a steel building with a compacted gravel floor. The current bid provides for a concrete floor to approximately one-half of the building, which would allow the Streets Division to install a mezzanine and increase the functional storage capacity of the structure. The concrete surface will be more conducive to safely stacking materials, and allow for forklift accessibility to the facility.

The following is a breakdown of the bids received:

Bidder	Concrete Floor Price per Sq. Ft
√Koncrete Construction St. Charles, IL	\$3.82
Swederski Concrete Construction Spring Grove, IL	\$4.46
Carmichael Construction Marengo, IL	\$4.80

Gavers Excavating Woodstock, IL	\$4.95
Berquist & Zimmerman Crystal Lake, IL	\$5.25
M/M Peters Construction Aurora, IL	\$5.73
Wallace Paving Elgin, IL	\$6.00
Landmark Contractors Huntley, IL	\$6.72
Alliance Contractors, Inc. Woodstock, IL	\$6.90
American Concrete Corporation Glendale Heights, IL	\$7.95
R&W Clark Construction Frankfort, IL	\$8.25
Strada Construction Addison, IL	\$8.25
Continental Construction Evanston, IL	\$10.00
Globe Construction Addison, IL	\$16.75

√ Indicates recommended lowest responsive and responsible bidder

Recommendation:

The Public Works Department has reviewed all bids received for completeness and accuracy in accordance with the invitation to bid document. Koncrete Construction has done municipal concrete work in the past for neighboring communities in the area. It is the recommendation of staff to award the contract for the purchase and installation of a concrete floor at the cold storage facility to the lowest responsive and responsible bidder, Koncrete Construction, and to authorize the City Manager to execute an agreement with Koncrete Construction for the purchase and installation of the concrete floor.

Votes Required to Pass:

Simple Majority

RESOLUTION

DRAFT

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to execute an agreement between the CITY OF CRYSTAL LAKE and Koncrete Construction for the purchase and installation of a concrete floor at the City's cold storage facility.

DATED this _____ day of _____, 2012.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
MAYOR

SEAL

ATTEST

CITY CLERK

PASSED: _____

APPROVED: _____



Agenda Item No: 17

**City Council
Agenda Supplement**

Meeting Date: March 20, 2012

Item: Engineering Services for Bid Preparation,
Inspection and Painting of Ground Storage Water Tank

Staff Recommendation: Motion to award the proposal for the engineering services for the rehabilitation of Water Treatment Plant #3 ground storage water tank to the lowest responsive and responsible proposer, Dixon Engineering Inc., and adopt a resolution authorizing the City Manager to execute a service agreement with Dixon Engineering Inc., in the amount of \$30,302.36, and approve changes in scope by 10 percent of the original price.

Staff Contact: Victor Ramirez, P.E., Director of Public Works

Background:

The City of Crystal Lake's water system includes four elevated water storage tanks and four ground water storage tanks. Seven of these water tanks are constructed of steel and one of concrete. Ambutal Water Tower and the McCormick Water Tower have been rehabilitated in the past two years, and the remaining water storage tanks will be due for maintenance in the next several years.

The tank at Water Treatment Plant #3 is a 250,000-gallon steel ground water storage tank, constructed in 1974. It is located at 850 Virginia Road (behind Nick's Pizza). The tank has not been repainted since it was installed. Due to the era that the tank was painted, there is a high likelihood that the existing paint contains lead. As such, the painting firm will be required to provide full containment during the sandblasting stage.

The Engineering firm shall create specifications for all required rehabilitation work and monitor field work to ensure the reliability of the containment, quality of the sandblasting, and that all work is performed in accordance with the plans and specifications as set forth in the contract. In addition, the resident engineer will inspect the integrity of the welding, and verify that the contractor is using proper coating applications.

Discussion:

On March 12, 2012, the City received proposals from three engineering firms for the creation of rehabilitation specifications, inspection, and resident engineering services for the painting of the Water Treatment Plant #3 ground storage water tank. The following is a breakdown of the proposals received for engineering services for the Water Treatment Plant #3 ground storage water tank project.

	Hours Allotted	Price Submitted
√Dixon Engineering Yorkville, IL	394	\$30,302.36
Christopher B. Burke Rosemont, IL	244	\$52,828.20
Trotter & Associates St. Charles, IL	704	\$90,828.20

√ Indicates the lowest responsive and responsible proposer.

Recommendation:

It is the recommendation of staff to award the contract for the engineering and inspection services of the Water Treatment Plant #3 ground storage water tank Painting and Maintenance work to the lowest responsive and responsible proposer, Dixon Engineering Inc., in the amount of \$30,302.36, with a contingency of up to 10% of the contract value for any unforeseen work required beyond the scope of this project.

Votes Required to Pass:

A simple majority vote is needed to approve the authorizing resolution.

DRAFT

RESOLUTION

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE that the City Manager is authorized to execute a contract with Dixon Engineering Inc. for the engineering services for the rehabilitation of Water Treatment Plant #3 ground storage water tank in the amount of \$30,302.36 with a 10% contingency for unforeseen changes to the scope.

DATED this _____ day of _____, 2012.

CITY OF CRYSTAL LAKE, an
Illinois municipal corporation,

By: _____
MAYOR

SEAL

ATTEST

CITY CLERK

PASSED: _____

APPROVED: _____



Agenda Item No: 18

**City Council
Agenda Supplement**

Meeting Date:

March 20, 2012

Item:

Westport Ridge Parking Restriction

Staff Recommendation:

Motion to adopt an ordinance making it unlawful to stop, stand, or park any vehicle on the south side of Westport Ridge between 1281 and 1261 Westport Ridge.

Staff Contact:

Erik D. Morimoto, Director of Engineering and Building

Background:

The City's Traffic Safety Committee (TSC) has received complaints concerning the parking of vehicles on Westport Ridge in the vicinity of Samuel Johns Park. During the fall of each year, when youth sports teams are gearing up for the beginning of their season, many of the teams practice at Samuel Johns Park on the south side of Crystal Lake. The parents of the team members park along both sides of Westport Ridge and Regent Drive during the practices. The parking on both sides of Westport Ridge presents a problem because the street is only 25 feet wide and the street has a sharp 90-degree curve adjacent to the park. Emergency vehicles would have difficulty passing between the long row of parked vehicles on Westport Ridge and traffic flow is restricted.

The TSC reviewed the matter and concurred that the parking situation is having an adverse impact on the neighborhood and causing safety concerns related to ingress and egress to the neighborhood.

The Committee evaluated some options and sent letters to the area residents requesting their input on a proposed "No Stopping, Standing, and Parking Anytime" restriction. Only one reply was received and it was in favor of the restriction.

The Committee is recommending adoption of an ordinance restricting the parking on the south side of Westport Ridge between 1281 and 1261 Westport Ridge.



Votes Required to Pass:

Simple majority of City Council present.



DRAFT

The City of Crystal Lake Illinois

ORDINANCE

WHEREAS, a review of traffic concerns related to vehicle congestion on Westport Ridge surrounding Samuel Johns Park was conducted by the Crystal Lake Traffic Safety Committee and the Crystal Lake Police Department; and

WHEREAS, the congestion on Westport Ridge due to parked vehicles on both sides of the road at the curve does not allow enough space for emergency vehicles to access the road during an emergency.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, as follows,

SECTION I: That there shall be “No stopping, standing, or parking” on the south side of Westport Ridge between 1281 and 1261 Westport Ridge.

SECTION II: That suitable signs and markers shall be erected.

SECTION III: That any person, firm, or corporation violating any provision of this Ordinance shall be fined in accordance with Chapter 1, Article II providing for General Penalty Provision in the Code of Ordinances of the City of Crystal Lake, Illinois.

SECTION IV: That this Ordinance shall be in full force and effect from and after its passage and approval according to law.

DRAFT

SECTION V: All ordinances and parts of ordinances in conflict herewith are hereby repealed.

DATED at Crystal Lake, Illinois, this twentieth day of March, 2012.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
Aaron T. Shepley, Mayor

ATTEST:

Nick Kachiroubas, City Clerk

PASSED: March 20, 2012

APPROVED: March 20, 2012

Published in pamphlet form by the authority of the Mayor and City Council of the City of Crystal Lake.



Agenda Item No: 19

**City Council
Agenda Supplement**

Meeting Date:

March 20, 2012

Item:

Regent Drive Parking Restriction

Staff Recommendation:

Motion to adopt an ordinance making it unlawful to stop, stand, or park any vehicle on the southwest side of Regent Drive from the intersection of Regent Drive and Rosewood Lane to a point 325 feet east of the intersection as measured along the centerline of Regent Drive.

Staff Contact:

Erik D. Morimoto, Director of Engineering and Building

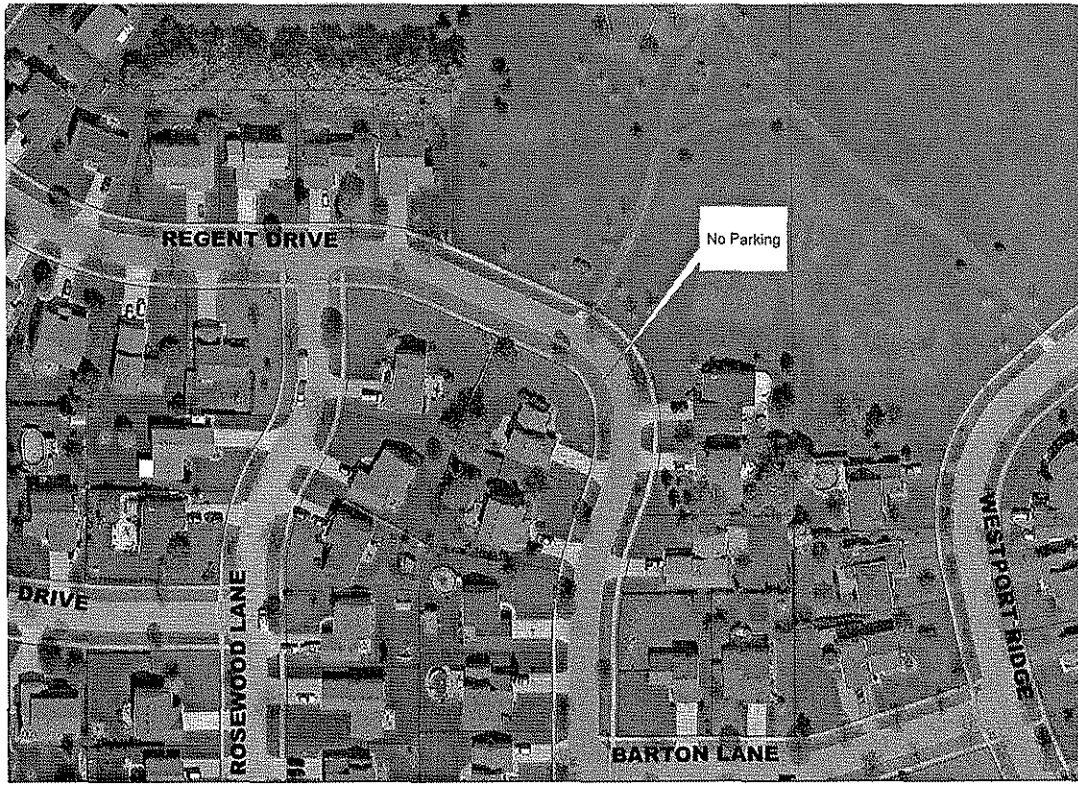
Background:

The City's Traffic Safety Committee (TSC) has received complaints concerning the parking of vehicles on Regent Drive in the vicinity of Samuel Johns Park. During the fall of each year, when youth sports teams are gearing up for the beginning of their season, many of the teams practice at Samuel Johns Park on the south side of Crystal Lake. The parents of the team members park along both sides of Regent Drive during the practices. The parking on both sides of Regent Drive presents a problem because the street is only 25 feet wide and the street has a sharp 90-degree curve adjacent to the park. Emergency vehicles would have difficulty passing between the long row of parked vehicles on Regent Drive and traffic flow is restricted.

The TSC reviewed the matter and concurred that the parking situation is having an adverse impact on the neighborhood and causing safety concerns related to ingress and egress to the neighborhood.

The Committee evaluated some options and sent letters to the area residents requesting their input on a proposed "No Stopping, Standing, and Parking Anytime" restriction. Only one reply was received and it was in favor of the restriction.

The Committee is recommending adoption of an ordinance restricting the parking on the southwest side of the road on Regent Drive anytime from the intersection of Regent Drive and Rosewood Lane to a point 325 feet east of the intersection as measured along the centerline of Regent Drive.



Votes Required to Pass:

Simple majority of City Council present.

DRAFT



The City of Crystal Lake Illinois

ORDINANCE

WHEREAS, a review of traffic concerns related to vehicle congestion on Regent Drive surrounding Samuel Johns Park was conducted by the Crystal Lake Traffic Safety Committee and the Crystal Lake Police Department; and

WHEREAS, the congestion on Regent Drive due to parked vehicles on both sides of the road at the curve does not allow enough space for emergency vehicles to access the road during an emergency.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, as follows,

SECTION I: That there shall be "No stopping, standing, or parking" on the south side of the road on Regent Drive from the intersection of Regent Drive and Rosewood Lane to a point 325 feet east of the intersection as measured along the centerline of Regent Drive.

SECTION II: That suitable signs and markers shall be erected.

SECTION III: That any person, firm, or corporation violating any provision of this Ordinance shall be fined in accordance with Chapter 1, Article II providing for General Penalty Provision in the Code of Ordinances of the City of Crystal Lake, Illinois.

SECTION IV: That this Ordinance shall be in full force and effect from and after its passage and approval according to law.

DRAFT

SECTION V: All ordinances and parts of ordinances in conflict herewith are hereby repealed.

DATED at Crystal Lake, Illinois, this twentieth day of March, 2012.

CITY OF CRYSTAL LAKE, an Illinois Municipal Corporation

BY: _____
Aaron T. Shepley, Mayor

ATTEST:

Nick Kachiroubas, City Clerk

PASSED: March 20, 2012

APPROVED: March 20, 2012

Published in pamphlet form by the authority of the Mayor and City Council of the City of Crystal Lake.



Agenda Item No: 20

**City Council
Agenda Supplement**

Meeting Date: March 20, 2012

Item: Crystal Lake 2030 Comprehensive Land Use Plan

Recommendation: Motion to approve an ordinance adopting the 2030 Comprehensive Land Use Plan and Green Infrastructure Vision plans.

Staff Contact: Michelle Rentzsch, Director of Planning & Economic Development

Background:

- The current Comprehensive Land Use Plan was adopted in August of 2001.
- The proposed 2030 Comprehensive Land Use Plan updates the existing Plan sections as well as establishes new sections.
- The 2030 Comprehensive Land Use Plan has revised goals, actions and success indicators which makes tracking goal achievement easier.
- The Planning and Zoning Commission held several public meetings on the draft Comprehensive Plan sections throughout 2010 and 2011 and public input boards were located around the City at the Downtown Metra Station, Library, Three Oaks Recreation Area, City Hall and Park District Offices with input surveys related to the text and map elements of the plan.
- A public workshop with the Planning and Zoning Commission was held in November.
- In 2010, staff worked with Chicago Wilderness, through their SWAT grant, and several other stakeholder groups, MCCD, Openlands, Environmental Defenders of McHenry County, etc., to prepare the Green Infrastructure Vision document.

Land Use Map Changes:

- At the prior City Council meeting, where the proposed 2030 Comprehensive Land Use Plan was introduced, the City Council provided general direction about the land use designation in the Northwest Sub-Area. Based on that direction, the map has been revised in the Northwest Sub-Area to reflect the previous land use designations of the 2020 Plan.
- A green infrastructure overlay was not possible on the existing Comprehensive Plan Map; however, a green infrastructure layer will be available on the publicly-available GIS map on the City's website.

Votes Required to Pass: Simple Majority

DRAFT

ORDINANCE NO. _____
FILE NO. _____

ORDINANCE AMENDING THE CODE OF THE CITY OF CRYSTAL LAKE

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF CRYSTAL LAKE, as follows:

SECTION I: That ARTICLE III COMMUNITY DEVELOPMENT, CHAPTER I PLANNING

Section B. Comprehensive Plan Section 3.17 shall be amended as follows:

B. Comprehensive Plan

3.17 Prior Materials. Previously printed maps, drawings, and other descriptive material attached hereto and incorporated herein by reference, and hereby made a part of this Section shall be identified by the following statement marked or stamped thereon:

“Adopted by reference as part of the Comprehensive Plan Ordinance, passed on March 20, 2012, by the Mayor and City Council of the City of Crystal Lake, approved by Aaron T. Shepley, Mayor, attest, Nick Kachiroubas, Clerk.”

SECTION II: That ARTICLE III COMMUNITY DEVELOPMENT, CHAPTER I PLANNING

Section B. Comprehensive Plan Section 3.18 shall be amended as follows:

B. Comprehensive Plan

3.18 Elements of Plan. The following maps, drawings and other descriptive material attached hereto are hereby incorporated by reference and adopted as a part of this Code and shall be known as the Comprehensive Plan or parts thereof:

3.18.2 Comprehensive Plan – Today through 2030 – March 20, 2012.

DRAFT

SECTION III: That ARTICLE III COMMUNITY DEVELOPMENT, CHAPTER I PLANNING Section C. Official Map Section 3.21 shall be amended as follows:

C. Official Map

3.21 Prior Map. The previously printed map a copy of which is contained herein as Section 3.22 is incorporated herein by reference and hereby made a part of this Ordinance shall be identified by the following statement marked or stamped thereon:

“Adopted by reference as part of the Official Map Ordinance, passed on March 20, 2012, by the Mayor and City Council of the City of Crystal Lake, Illinois, approved by Aaron T. Shepley, Mayor, attest, Nick Kachiroubas, Clerk.”

SECTION IV: That this Ordinance shall be in full force and effect from and after its passage and approval according to law.

SECTION V: That all Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

DATED at Crystal Lake, Illinois, this 20th day of March, 2012.

MAYOR

ATTEST:

CITY CLERK

PASSED: August 7, 2001

APPROVED: August 7, 2001

DRAFT

Published in pamphlet form by the authority of the Mayor and City Council of the City of Crystal Lake.



Agenda Item No: 21

**City Council
Agenda Supplement**

Meeting Date: March 20, 2012

Item: North Shore Drive Realignment Discussion

Staff Recommendation: City Council Discussion

Staff Contact: Erik D. Morimoto, Director of Engineering and Building
Abigail L. Wilgreen, Assistant City Engineer

Background:

Attached are excerpts from the September 20, 2011 and December 6, 2011 City Council meeting minutes and agenda packets, and a summary of the optional North Shore Drive realignment addition to the Area 1B flooding mitigation project.

NORTH SHORE DRIVE CULVERT & CHANNEL ENHANCEMENT PROJECT

The approved design for the culvert and channel enhancement project on North Shore Drive (in Area 1B of the Flooding Study) will provide a level of protection for the 100-year storm event - see attached agenda supplements.

This design was the result of extensive public coordination and detailed engineering analysis to eliminate flooding across North Shore Drive and maintain both resident and emergency services access to North Shore area neighborhoods.

COORDINATION SUMMARY

Date	Item
12/09/2008	Flooding Study Initiation & Public Input Meeting
03/19/2009	Completion of Flooding Study
06/23/2009	Area 1B: Public Input Meeting
06/08/2010	Area 2: Public Input Meeting, Preliminary Design
10/12/2010	Area 1B/Area 2: Public Input Meeting & Additional Resident Feedback
09/20/2011	Area 1B/Area 1D/ North Shore Dr Realignment: City Council Presentation
12/06/2011	Area 1B/Area 1D/North Shore Dr Realignment: Final Engineering Contract Approval
02/16/2012	2012 Road Construction Open House Meeting
02/29/2012	Roundtable Discussion with Residents
March 2012	Area 1D: Homeowners' Association Meeting
03/20/2012	North Shore Drive Realignment City Council Discussion
04/03/2012	Area 1D: City Council Presentation
Summer 2012	Area 2: Public Input Meeting, Alternate Preliminary Design

NORTH SHORE DRIVE REALIGNMENT OPTION

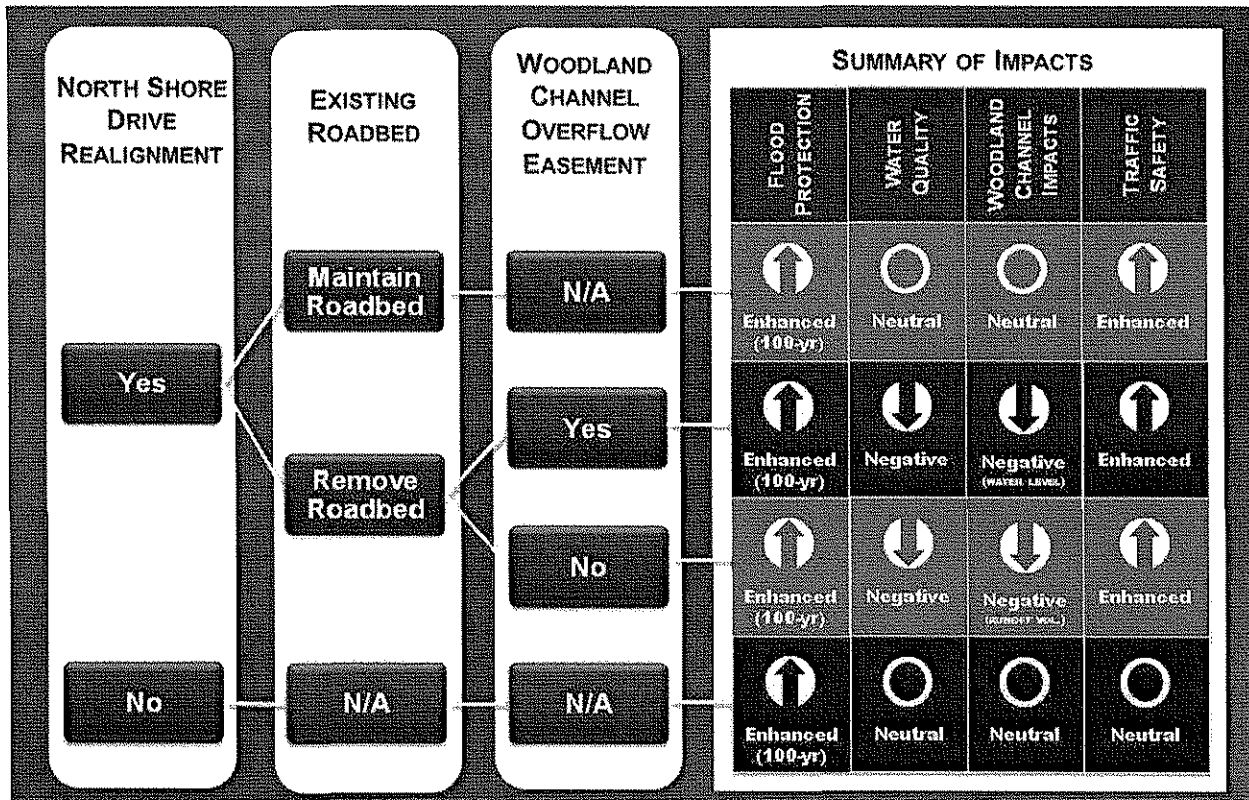
The option to realign North Shore Drive to the existing signalized intersection of Crystal Lake Avenue and US Route 14 was considered as a potential addition to the culvert and channel flooding mitigation project. This approach was intended to take advantage of the scale of economy associated with combining two smaller projects in the same localized area.

While the original 2009 Flooding Study considered the roadway realignment as a potential standalone drainage improvement option, further hydrologic and hydraulic analysis by the City's consultant demonstrated that this approach provided a very minimal improvement in flood elevation (only ~10% of what is needed). Additional review of the roadbed elimination option also revealed that the complete removal of the earthen berm beneath the pavement would also:

- Create an undesirable reduction in the water quality for runoff reaching the lake, unless costly modifications to the Cove Pond wetland complex were added to increase treatment time prior to discharge;
- Direct additional stormwater to the properties along Woodland Channel, which would result in greater flood elevations and more frequent water level fluctuations in Woodland Channel (could be mitigated with an overflow route out of the Woodland Channel that would require easements from private property owners); and
- Require extensive grading to direct the runoff in the existing wetland between North Shore Drive and the Woodland Channel that is subject to Army Corps of Engineer permitting.

While the roadway realignment would not provide a significant flooding benefit by itself, it would still contribute to the improvement of traffic flow from North Shore Drive to US Route 14 and help reduce the risk of future crashes as traffic volumes increase following IDOT's upcoming widening of US Route 14 to the northwest.

The following table summarizes the impacts of the various alternates for the North Shore Drive realignment that were explored:



* Flood protection enhancement is due to the separate culvert and channel improvement, which is recommended with or without the North Shore Drive realignment.

Votes Required to Pass:

Discussion Only